

SANITARY SEWER FUND

61-731

PROGRAM: Sanitary Sewer

PROGRAM MANAGER(S): Director of Public Works & Superintendent of Water/Sewer

PROGRAM DESCRIPTION:

The Sanitary Sewer Division accounted for in a Special Revenue Fund, accounts for the activities of the sanitary sewer operations of the City. The City is part of the Milwaukee Metropolitan Sewerage District, which provides interceptor sewers and treatment of the sanitary sewage generated in the City. Sewer activities handled by City personnel include maintenance and cleaning of collection sewers and monitoring of the sanitary sewer system located within the City. Sewer bills are based on water usage where water is provided from the Franklin Water Utility and are a flat charge for all-single family and two-family customers. Employee costs of sewer and water department are allocated between water and sewer operations based on the activities performed.

SERVICES:

- Clean City sewers on an ongoing basis plus trouble spots.
- Inspect City sewers for diagnostic purposes and possible replacement.
- Locate sewer lines for construction and Digger's Hotline.
- Respond to sewer backup calls.
- Maintain 5 sanitary lift stations to include emergency equipment.

STAFFING: Sewer Division and Water Utility share employees. The percentage varies yearly based on activities performed. For 2002 it is anticipated at 50%:

Position (FTE)	1999 Actual	2000 Actual	2001 Actual	2002 Actual	2003 Budget	2004 Budget
Sewer Superintendent	.50	.50	.50	.50	.50	.50
Operator II	1.00	1.00	1.00	1.00	1.00	1.00
Operator I	.00	.00	.00	.00	.00	.50
Sewer Technician	2.50	3.00	3.00	3.00	3.00	3.00
Clerk/Typist	.25	.25	.25	.38	.25	.25
Seasonal Maintenance	.13	.13	.13	.37		
Total Sewer	4.38	4.88	4.88	5.25		
Total of Water & Sewer	8.75	9.75	9.75	10.50		

ACTIVITY MEASURES:

Activity	1999	2000	2001	2002	2003*	2004*
Miles of Sanitary Sewer	143.0	143.5	144.0	147.0	154.0	163.0
Avg.No.-Sewer Service Customers	7,561	7,794	8075	8,380	8,580	8,620
Estimated Number of Manholes	3,413	3,579	3,640	3,670	3,830	3,900
Feet of Sewer Cleaned	224,120	314,500	230,000	217,000	300,000	300,000

* Forecast

BUDGET SUMMARY:

- 1) Personal Services increase reflects the staffing as outline above, and continuation of the Sanitary Sewer Rehabilitation Program. More of the sewer and water personnel are being used for sewer maintenance. This is expected to continue through 2004. One new full-time staff has been included.

2) Capital Outlay

A. Office Equipment - \$750.00

City Hall Clerical Equipment. Two new workstations are planned for the Engineering Department clerical staff. One of the workstations is to be funded by the Engineering Budget and the other split 50/50 between Sewer and Water. The cost for water would be ¼ the cost of a workstation. Please note the new workstations will make the clerical staff more efficient.

B. Tool & Shop Supplies - \$1,750.00

50% cost of Jackhammer. Each year the Department experiences several lateral leaks, etc. and many times is required to go through pavement. We have the capability to saw the pavement, but breaking out and removing the material is a problem. The jackhammer would be electrically powered so a compressor wouldn't be needed and the generators we have would be able to power the hammer. \$900.00

50% cost of Power Washer. The power washer is a gas powered, high-pressure spray unit that can be used to wash or clean equipment, floors, tanks, and any number of other jobs requiring removal of dirt or corrosives. As it is gas powered, it can be used at any or all of our pumping stations. \$850.00

C. Homeland Security Consulting - \$10,000

33% of Consulting Fee for Wastewater Study. Requirements issued by the EPA are very unclear to say the least. The Department has been working on a "checklist" style Self Assessment Study, but it may not meet updated requirements. Consultants use \$1 per person of population as a base line for a study and will implement an emergency plan to supplement the study. Our City has approximately 1/3 of the study devoted to wastewater security, so the numbers reflect that potential.

D. Sewer Rehab - \$200,000

Sewer rehab is being scheduled for the 2004 work year. Estimates are based on Department surveys of Franklin's system and the repairs needed, communities that have done rehab and repair and interviews with contractors, suppliers and engineering firms.

CITY OF FRANKLIN 2004 BUDGET		2001 Actual	2002 Actual	2003 Adopted	2003 Amended	2003 Estimate	2004 Dept/Request	2004 Request	2004 Adopted	Percent Change
SEWER FUND										
REVENUE										
CHARGES FOR SERVICES										
METERED SALES-RESIDENTIAL	61.0000.4461	\$816,637	\$858,465	\$920,000	\$920,000	\$920,000	\$957,200	\$957,200	\$957,200	
METERED SALES-COMMERCIAL	61.0000.4462	300,209	309,672	322,000	322,000	322,000	370,000	370,000	370,000	
METERED SALES-INDUSTRIAL	61.0000.4463	122,957	92,205	118,000	118,000	118,000	120,800	120,800	120,800	
PUBLIC AUTHORITY	61.0000.4465	121,132	118,292	133,000	133,000	133,000	122,000	122,000	122,000	
PENALTY-FORFEITED DISCOUNT	61.0000.4466	13,539	10,386	10,000	10,000	10,000	10,000	10,000	10,000	
SEWER SERVICE REVENUE	61.0000.4481	0	0	0	0	0	0	0	0	
Total Charges for Services		1,374,475	1,389,020	1,503,000	1,503,000	1,503,000	1,580,000	1,580,000	1,580,000	5.1%
MISCELLANEOUS REVENUE										
BLOCK GRANT	61.0000.4143	0	0	0	0				0	
INTEREST ON INVESTMENTS	61.0000.4711	91,705	53,541	50,000	50,000	50,000	20,000	20,000	20,000	
INVESTMENT GAINS/LOSSES	61.0000.4713	2,398	-2,994	0	0	0			0	
PROPERTY SALE	61.0000.4751	0	0	0	0	0			0	
SALE OF RECYCLABLES	61.0000.4761	0	1,430	0	0	0			0	
REFUNDS/REIMBURSEMENTS	61.0000.4781	183,738	10,615	1,000	1,000	1,000	1,000	1,000	1,000	
Total Miscellaneous Revenue		277,840	62,592	51,000	51,000	51,000	21,000	21,000	21,000	-58.8%
TOTAL SEWER FUND REVENUE		1,652,315	1,451,612	1,554,000	1,554,000	1,554,000	1,601,000	1,601,000	1,601,000	3.0%

CITY OF FRANKLIN 2004 BUDGET		2001 Actual	2002 Actual	2003 Adopted	2003 Amended	2003 Estimate	2004 Dept/Request	2004 Request	2004 Adopted	Percent Change
SEWER FUND										
EXPENDITURES										
PERSONAL SERVICES										
SALARIES-FT	61.731.0000.5111	185,110	157,409	198,723	198,723	200,802	215,014	199,551	199,551	
SALARIES-ADMIN	61.731.0000.5112		16,595				27,500	27,500	27,500	
SALARIES-PT	61.731.0000.5113	67	0	0	0	0	0	0	0	
SALARIES-TEMP	61.731.0000.5115	5,940	9,082	2,745	2,745	2,745	2,827	2,827	2,827	
SALARIES-ALLOCATED	61.731.0000.5116		6,547							
SALARIES-OT	61.731.0000.5117	10,331	3,572	20,000	20,000	20,000	20,000	20,000	20,000	
COMPTIME TAKEN	61.731.0000.5118	1,237	1,756	0	0	0	0	0	0	
LONGEVITY	61.731.0000.5133	436	456	525	525	525	540	540	540	
FICA	61.731.0000.5151	15,246	12,943	16,982	16,982	17,142	20,340	19,157	19,157	
RETIREMENT	61.731.0000.5152	35,590	33,901	34,519	34,519	34,550	40,362	38,816	38,816	
GROUP HEALTH & DENTAL	61.731.0000.5154	47,850	54,151	53,411	53,411	43,003	66,257	61,437	61,437	
LIFE INSURANCE	61.731.0000.5155	-230	-442	1,159	1,159	1,231	1,388	1,304	1,304	
Sub-total		301,577	295,970	328,064	328,064	319,998	394,228	371,132	371,132	13.1%
Percent of Department Total		18.9%	16.3%	18.7%	19.0%	21.2%	20.7%	20.3%	20.3%	
CONTRACTUAL SERVICES										
AUDITING	61.731.0000.5213	2,200	2,300	2,500	2,500	2,300	2,600	2,600	2,600	
EQUIPMENT MAINTENANCE	61.731.0000.5242	1,525	20,764	12,360	12,360	18,360	12,000	12,000	12,000	
SOFTWARE MAINTENANCE	61.731.0000.5257	2,400	4,165	6,180	6,180	6,000	7,000	7,000	7,000	
HAZARDOUS WASTE DISPOSAL COST	61.731.0000.5287	0	98,486				24,600	24,600	24,600	
SUNDRY CONTRACTORS	61.731.0000.5299	198,597	6,794	12,450	12,450	15,000	12,000	12,000	12,000	
Sub-total		204,722	132,509	33,490	33,490	41,660	58,200	58,200	58,200	73.8%
SUPPLIES										
POSTAGE	61.731.0000.5311	5,101	6,291	7,000	7,000	7,000	7,500	7,500	7,500	
OFFICE SUPPLIES	61.731.0000.5312	1,075	1,929	2,000	2,000	3,000	2,000	2,000	2,000	
PRINTING	61.731.0000.5313	3,311	2,330	4,500	4,500	4,500	4,500	4,500	4,500	
UNIFORMS	61.731.0000.5326	1,863	1,736	1,800	1,800	1,800	2,000	2,000	2,000	
OPERATING SUPPLIES-OTHER	61.731.0000.5329		355	0	0	355	0	0	0	
FUEL/LUBRICANTS	61.731.0000.5331	5,583	5,391	10,000	10,000	6,000	7,000	7,000	7,000	
VEHICLE SUPPORT	61.731.0000.5332	8,127	2,435	8,000	8,000	8,000	8,000	8,000	8,000	
EQUIPMENT SUPPLIES	61.731.0000.5333	19,826	25,975	30,000	30,000	30,000	30,000	30,000	30,000	
Subtotal		44,885	46,443	63,300	63,300	60,655	61,000	61,000	61,000	-3.6%
SERVICES AND CHARGES										
SEWER SERVICE CHARGES	61.731.0000.5413	857,382	862,044	915,000	915,000	872,161	936,000	936,000	936,000	
TELEPHONE	61.731.0000.5415	2,036	1,445	3,500	3,500	3,500	2,500	2,500	2,500	
METER READING COSTS	61.731.0000.5416	10,217	13,118	9,700	9,700	9,700	9,700	9,700	9,700	
OFFICIAL NOTICES/ADVERTISING	61.731.0000.5421	101	444	0	0	0	0	0	0	
SUBSCRIPTIONS	61.731.0000.5422	0	20	0	0	0	0	0	0	
CONFERENCES & SCHOOLS	61.731.0000.5425	4,327	5,612	8,000	8,000	8,000	7,000	7,000	7,000	
ALLOCATED INSURANCE COST	61.731.0000.5428				11,000	11,000	12,000	12,000	12,000	
MILEAGE	61.731.0000.5432	157	265	500	500	500	500	500	500	
EQUIPMENT RENTAL	61.731.0000.5433	0	0	4,000	4,000	4,000	4,000	4,000	4,000	
Sub-total		874,219	882,947	940,700	951,700	908,861	971,700	971,700	971,700	3.3%
FACILITY CHARGES										
DEPRECIATION	61.731.0000.5541	25,460	39,283	20,800	42,000	42,000	45,000	45,000	45,000	
WATER	61.731.0000.5551	1,193	468	5,000	5,000	5,000	3,000	3,000	3,000	
ELECTRICITY	61.731.0000.5552	16,049	15,131	15,000	15,000	15,000	15,000	15,000	15,000	
NATURAL GAS	61.731.0000.5554	2,279	2,110	4,500	4,500	4,500	4,500	4,500	4,500	
BUILDING MAINTENANCE	61.731.0000.5559	0	630	2,000	2,000	2,000	2,000	2,000	2,000	
CITY SUPPORT	61.731.0000.5592	81,500	85,000	88,400	77,400	77,400	80,500	80,500	80,500	
TRANSFER TO CAPITAL PROJECTS F	61.731.0000.5598	26,497	0	0	0				0	
Sub-total		152,978	142,622	135,700	145,900	145,900	150,000	150,000	150,000	10.5%
CAPITAL OUTLAY (NOT CAPITALIZED)										
AUTO EQUIPMENT	61.731.0000.5811	0	0	12,500	0	0	35,250	0	0	
OFFICE EQUIPMENT	61.731.0000.5813						750	750	750	
OTHER CAPITAL EQUIPMENT	61.731.0000.5819	0	0	36,200	900	900	22,250	11,750	11,750	
SEWER REHABILITATION	61.731.0000.5829	12,633	312,699	200,000	200,000	30,000	200,000	200,000	200,000	
COMPUTER EQUIPMENT	61.731.0000.5841	1,699	2,681	3,000	0	0	7,500	0	0	
SOFTWARE	61.731.0000.5843	0	0	0	0		6,000	0	0	
Sub-total		14,332	315,380	251,700	200,900	30,900	271,750	212,500	212,500	-15.6%
TOTAL SEWER FUND OPERATING EXPENDITURES		1,592,714	1,815,869	1,752,954	1,723,354	1,507,974	1,906,878	1,824,532	1,824,532	4.1%
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS										
RETAINED EARNINGS, BEGINNING OF PERIOD		59,601	-364,257	-198,954	-169,354	46,026	-305,878	-223,532	-223,532	
		1,924,459	1,984,060	1,619,803	1,619,803	1,619,803	1,665,829	1,665,829	1,665,829	
RETAINED EARNINGS, END OF PERIOD		1,984,060	1,619,803	1,420,849	1,450,449	1,665,829	1,359,951	1,442,297	1,442,297	
CAPITAL CONTRIBUTIONS										
LESS CIAC DEPRECIATION		1,158,394	1,568,561	0	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
		-400,491	-406,186	0	-410,000	-410,000	-420,000	-420,000	-420,000	
NET CAPITAL CONTRIBUTIONS		757,903	1,162,375	0	1,090,000	1,090,000	1,080,000	1,080,000	1,080,000	
CIAC RETAINED EARNINGS, BEGINNING OF PERIOD		-5,627,324	-4,869,421	-3,707,046	-3,707,046	-3,707,046	-2,617,046	-2,617,046	-1,537,046	
CIAC RETAINED EARNINGS, END OF PERIOD		-4,869,421	-3,707,046	-3,707,046	-2,617,046	-2,617,046	-1,537,046	-1,537,046	-457,046	
Net Retained Earnings		-2,885,361	-2,087,243	-2,286,197	-1,166,597	-951,217	-177,095	-94,749	985,251	